

January 7, 1971

MEMORANDUM

TO: The Boston Redevelopment Authority
FROM: Office of the Director
SUBJECT: Proposed Salary Increases for Employees with January Pay Anniversary Dates

Attachment A lists 50 employees with January Pay Anniversary dates proposed for salary increases. Each individual has been recommended by their Supervisor - Project Director and/or Department Head for their annual increment.

Of the 50 employees proposed, 3 noted with an asterisk (*) - 1 clerical and 2 professional - are recommended for promotion to fill vacancies and 6 noted by a number sign (#) are recommended for reclassification to the next higher grade at a lower step with salary increase equivalent to a step increase.

The cost of the proposed increases in Attachment A amounts to \$495 weekly on the payroll.

Attachment B is the appropriate vote for Attachment A.

Attachment A - Salary Increases for Employees with January Pay Anniversary Dates

Attachment B - Vote for Attachment A

Personnel #2 - Salary Increases for Employees with January Pay Anniversary Dates

RECLASSIFICATION OF EMPLOYEES WITH JANUARY EMPLOYMENT ANNIVERSARY
DATES TO SALARY RANGE & STEP PLAN AND POSITION CLASSIFICATION PLAN

<u>Name</u>	<u>Position</u>	<u>Class.</u>	<u>G-S</u>	<u>Salary</u>	<u>Review Date</u>	<u>To</u>	<u>Position</u>	<u>G-S</u>	<u>Salary</u>
1. Friedman, Elliot	Sr. Adm. Asst. III	15-2	\$15,625	7/1/68			Sr. Adm. Asst. III	15-3	\$16,386
2. Otis, Samuel	Arch. Coordinator/ Des. Rev. Asst.	15-2	15,625	7/1/68			Arch. Coord./ Des. Rev. Asst.	15-3	16,386
3. Griffin, Ambrose	Dir. Prop. Mgmt.	14-5	16,323	1/27/58			Dir. Prop. Mgmt	14-6	17,119
4. Adams, Basil	Civil Eng. V	14-4	15,565	7/1/68			Civil Eng. V	14-5	16,323
5. Hunt, John	Civil Eng. V	14-4	15,565	7/10/67			Civ. Eng. V	14-5	16,323
6. Tomasz, John	Civil Eng. V	14-3	14,843	7/21/69			Civ. Eng. V	14-4	15,565
7. Joy, Thomas	Chief Acct. II	13-1	12,200	1/3/66			Ch. Acct. II	13-2	12,790
8. English, Kenneth	Sr. Technician	12-4	12,671	1/15/62			Sr. Technician	12-5	13,285
9. Tashjian, Philip	Sr. Adm. Asst. I	12-2	11,530	1/27/64			Sr. Adm. Asst. I	12-3	12,087
10. Myers, Marcia	Sr. Planner	12-1	11,000	7/6/66			Sr. Planner	12-2	11,530
11. Coffey, William	Reloc. Officer I	12-1	11,000	1/27/64			Reloc. Off. I	12-2	11,530
12. Greenhill, Blanche	Sr. Bus. Rel. Spec.	11-5	11,948	1/15/62			Sr. Bus. Rel. Sp.	11-6	12,525

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	<u>Class.</u>	<u>Review</u>	<u>Position</u>				
		<u>Date</u>	<u>To</u>	<u>Class.</u>	<u>G-S</u>	<u>Salary</u>	
13. Joyce, William	Sr.Bus.Rel.Spec.	11-5	\$11,948	7/22/63	Sr.Bus.Rel.Sp.	11-6	\$12,525
14. Murphy, James	Sr.Bus.Rel.Spec.	11-5	11,948	1/13/58	Sr.Bus.Rel.Sp.	11-6	12,525
15. Donham, Paul	Planner IV	11-5	11,948	7/14/69	Planner IV	11-6	12,525
16. Flaherty, Lawrence	Accountant IV	11-4	11,398	7/11/63	Acct. IV	11-5	11,948
17. Dobie, John	Architect II	11-3	10,874	7/6/66	Arch. II	11-4	11,398
18. Woronoff, Bernard	Ch.Draftsman	11-2	10,375	1/15/68	Ch.Draftsman	11-3	10,874
19. McMahon, James	Sr.Bus.Rel.Cl.Ex.	11-1	9,900	1/2/63	Sr.Bus.Rel. Claims Examiner	11-2	10,375
20. King, Esther	Sr.Bus.Rel.Spec.	11-1	9,900	1/22/58	Sr.Bus.Rel.Spec	11-2	10,375
21. Sims, Lucille	Planner III	10-5	10,732	7/6/66	Planner III	10-6	11,249
22. McInnis, Francis	Bus.Rel.Spec.IV	10-4	10,240	7/23/58	Bus.Rel.Sp.IV	10-5	10,732
23. Hounsell, Marguerite	Bus.Rel.Spec.IV	10-3	9,771	1/1/68	Bus.Rel.Sp.IV	10-4	10,240
24. Kennedy, Martin	Rehab.Con.Anal.IV	10-3	9,771	1/23/67	Rehab.Con.An.IV	10-4	10,240
25. Mayall, Laurence	Ch.Draftsman	10-3	9,771	1/3/62	Ch.Draftsman	10-4	10,240
26. Nicholls, Bertram	Rehab.Con.Anal.IV	10-2	9,325	1/1/68	Rehab.Con.An.IV	10-3	9,771
27.# Burke, Robert	Asst.Legal off.	10-2	9,325	7/1/68	Asst.Leg.Off I	11-1	9,900

<u>Name</u>	<u>Position</u>	<u>Review Date</u>	<u>Position</u>	<u>G-S</u>	<u>Salary</u>
	<u>Class.</u>		<u>To Class.</u>		
28. Melville, Francis	Asst.Site Off.Mgr	9-5	\$9,638	1/2/64	Asst.Site Office Mgr.
29. Crichlow, Sara	Home Guid.Sp.II	9-4	9,198	1/17/66	Home Guid.Sp.II
30. Collatos, George	Rental Asst.	9-4	9,198	1/23/67	Rental Asst.
31. Lewis, Major	Bus.Rel.Spec.III	9-3	8,779	1/29/68	Bus.Rel.Sp.III
32.* Menino, Thomas	Bus.Rel.Spec.III	9-3	8,779	1/1/68	Bus.Rel.Sp.III
33.*# Humphrey, Thomas	Sr.Draftsman II	9-2	8,380	7/21/69	Ch.Draftsman
34. Wolpert, Ann	Librarian	9-2	8,380	7/17/67	Librarian
35. Connolly, Barbara	Admin.Asst.I	9-2	8,380	1/27/64	Adm.Asst. I
36. Baker, Leon	Neigh.Org.Sp.III	9-1	8,000	7/7/65	Neigh.Org.Sp.III
37.*# Lee, Peter	Supt.of.Maint.II	8-5	8,666	7/14/69	Supt.of prop. Mgmt. II
38. Clark, Beverlee	Admin.Secy	8-5	8,666	7/18/60	Admin.Secy
39. McDermott, Margaret	Purch.Asst.	8-4	8,272	1/6/64	Purch.Asst.
40. Creedon, Barbara	Neigh.Org.Sp.III	8-3	7,897	1/22/68	Neigh.Org. Spec. III

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41. Trainor, Richard	Asst. Site Off. Mgr	8-3	\$7,897	1/2/63	Asst. Site Off. Mgr.		8-4	\$8,272			
42. Carroll, Catherine	Admin. Clerk I	7-5	7,814	1/21/63	Admin. Clk I	7-6	8,185				
43. * Lynch, Marilyn	Reloc. Spec. I	7-2	6,805	1/29/68	Reloc. Spec. II	8-2	7,540				
44. # Monterio, Muriel	Reloc. Spec. I	7-2	6,805	1/29/68	Reloc. Spec. II	8-1	7,200				
45. # McCall, Josephine	Reloc. Spec. I	7-2	6,805	1/29/68	Reloc. Spec. II	8-1	7,200				
46. Rivera, Juanita	Admin. Clk. I	7-1	6,500	7/29/68	Admin. Clk. I	7-2	6,805				
47. Pollock, Barbara	Secy Steno II	6-4	6,767	7/16/62	Secy Steno II	6-5	7,085				
48. Parker, Gillie	Home Guid. Asst. II	6-1	5,900	7/10/67	Home Guid. Asst. II	6-2	6,175				
49. # Mayers, Ann	Asst. Cashier	5-5	6,478	1/2/63	Cashier I	6-4	6,767				
50. * Greifeld, Joan	Sr. Clk. Typist	4-5	5,992	1/17/66	Secy Steno I	5-5	6,478				

* Promotion - to fill vacancy

Reclassification to higher grade with salary increase equivalent to step increase.